

NEW HAMPSHIRE FIRE STANDARDS & TRAINING COMMISSION

Location: 222 Sheep Davis Road, Concord, NH
Mailing Address: 33 Hazen Drive, Concord, NH 03305
Telephone: 603-271-2661
Toll Free: 1-800-371-4503
Fax: 603-271-1091

MINUTES OF MEETING

September 1, 2005

(Approved October 6, 2005)

Members Present: Edward Murdough, Karen Schlitzer, Brad Simpkins, David Duquette, Stephen Carrier, Kevin Pratt, Al Burbank, John Hogle, Peter Russell, Joseph Butts, George Sykes, J. William Degan, Richard Mason.

Members Absent: Earl Sweeney, Scott Weden.

Others Present: *Division of Fire Standards & Training*—Dennis Rosolen, Bureau Chief; Sue Prentiss, Bureau Chief; Jeff Phillips, Bureau Chief; Heather Newland, Recording Secretary. Chief Mike Williams, NH Association of Fire Chiefs.

I. CALL TO ORDER

Item 1. Call to Order. The meeting of the New Hampshire Fire Standards & Training Commission was called to order by Chair David Duquette at 10:21 a.m. on Thursday, September 1, 2005 at the Richard M. Flynn Fire Academy, Classroom 5, 222 Sheep Davis Road, Concord, NH. The Pledge of Allegiance was recited.

II. APPROVAL OF MINUTES

- (a) **Item 1. June 9, 2005. Motion** was made by Commissioner Pratt, seconded by Commissioner Burbank, to approve the Minutes of the June 9, 2005 Commission meeting as printed and distributed. Motion passed unanimously.

CHAIR'S REMARKS

Item 1. Personnel Changes.

- (a) Director Mason announced that, when Captain Eric Wilking resigned, Captain Andy Anderson assumed most of Captain Wilking's duties. We then hired Bob Pragoff, Assistant Fire chief in Deering, as a Captain to fill Captain Anderson's position. Director Mason introduced Captain Pragoff.
- (b) Director Mason also announced that our Internal Communications Captain position is currently vacant as Captain Jeff Phillips has been promoted to a Bureau Chief position. He introduced Chief Phillips.

Item 2. Hurricane Katrina. Chair Duquette reported on how Hurricane Katrina has affected all of us.

III. COMMITTEE REPORTS

Item 1. Emergency Medical Services. Chief Prentiss gave her report.

Item 2. Fire Marshal's Office. Director Degnan gave his report.

Item 3. Forest Protection Bureau. Commissioner Simpkins presented the following report:

- (a) Wildland Fire Crew Activity:
 - (1) To date we have sent 52 firefighters and approximately eight single resource orders to fires in Quebec, Arizona, Nevada, Michigan and Idaho. In addition, the Bureau mobilized and demobilized fire crews from the National Park Service, New England National Forests, Delaware and Massachusetts through the Manchester Airport Mobilization Center.
 - (2) The Bureau is currently organizing another crew in the event we are asked to support firefighting efforts out West or hurricane relief efforts. Currently, numerous hurricane relief resources including Incident Management Teams have been mobilized through NWCG.
- (b) Fire Statistics to Date: 441 fires; 160 acres; 11 structures impacted
- (c) 2006 Volunteer Fire Assistance Grant applications are being mailed out. They will need to be returned by December 2.
- (d) Administrative Rules go to the Joint Legislative Committee on Administrative Rules this month. Hopefully new rules will be in effect by October 1, 2005.
- (e) Fire Crew training Weekend will be on Saturday, October 8 at the City of Franklin Ski Area. A mailing is being sent to all Wardens and it is posted on our website.
- (f) Bureau is currently updating its training database. Due to federal requirements, we must have verification of training and qualifications for anyone we send out as part of a fire crew.

- (g) Hiring of new Forest Ranger. Neil Bilodeau joined the Bureau staff on Friday, August 26. He started the full-time Police Academy on Monday, August 29, and will be there until November 19.
Chair Duquette asked why their personnel are sent to the Police Academy on a full-time basis. Commissioner Simpkins answered that they need the training as they are often self-sufficient and by themselves. The part-time Police Academy does not give them enough of the training they need.
- (h) Division website was updated and has a new look.
- (i) During the second week of August, the Forest Protection Bureau had a week-long review of our fire program by the U.S. Forest Service. We are currently waiting for the final report to be issued; however, NH received several positive comments from the review team. One of the positive comments included the excellent relationship between the Forest Protection Bureau and Fire Standards & Training, citing it as a role model for other states. A second comment was that our Forest Fire Warden and Deputy program works better than any other Warden program they've seen.

Item 4. Curriculum Review. Chair Duquette reported that the Curriculum Status Report by Chief Rosolen is in each Commission member's packet and is as follows:

(a) Driver/Operator:

- (1) Pumps:
No classes scheduled at this time.
- (2) Aerial Apparatus:
The Visiting Committee has met recently and is looking at the IFSTA curriculum to supplement Dave Duquette's program, which will then be updated.
Chief Duquette reported that this Visiting Committee has met twice, and they are moving forward.

(b) Hazardous Materials:

- (1) Operations:
This program is well underway at this point with no problems reported.
- (2) Technician:
The trailer is proving to be a valuable asset and will be an on-going work in progress; a new larger trailer has been ordered in order to contain the ever-growing demand of Hazardous Materials and Weapons of Mass Destruction. A second larger trailer has been purchased to accommodate the added equipment for this program.

(c) Aircraft Rescue & Fire Fighting:

A number of Part 139 FAA classes have been approved for this Summer. A 40-hour class is scheduled for this summer; hopefully we can fill it.

(d) NFPA 1030 Series:

- (1) NFPA 1031, Standard for Professional Qualifications for Fire Inspectors and Plan Examiners:
At this point classes will be scheduled periodically as they consistently fill up. Inspector II Visiting Committee has started the process. The first three days will be cognitive and class activities, and the last two days will cover Citations.

- (2) NFPA 1033, Standard for Professional Qualifications for Fire Investigator:
Visiting Committee met Friday, April 8 and discussed their next course of action, which is reviewing the New York state curriculum. Progress is continuing with this Committee.
- (3) NFPA 1035, Standard for Professional Qualifications for Public Fire and Life Safety Educator:
Will probably follow the 1033 standard.
Commissioner Sykes reported that there were no meetings during the summer on NFPA 1030.
- (e) **Rescue Series:**
 - (1) Structural Collapse:
No pilots scheduled as yet.
 - (2) Confined Space:
A confined space trailer is in the process of being purchased from Mike Carrier of Merrimack Fire at this time.
 - (3) Technical Rope Rescue:
Curriculum was approved at the May 5, 2005 Commission meeting.
- (f) **NFPA 1001 Firefighter I and Firefighter II:**
Train-the-Trainers have been successful thus far with over 250 instructors attending both at the Academy and in the field from Littleton to Hollis. These programs are doing well.
- (g) **NFPA 1021 Fire Officer:**
This program was very successful in October 2004. The course went well and was very successful in Burlington, Vermont as well. We provided a TtT for Vermont this summer and they are now ready to provide this program to their people.
- (h) **NFPA 1041 Instructor:**
A bridge class will be offered this June 21 and 22, and an Instructor III in the Fall. An Instructor I Visiting Committee should be forming soon. An Instructor I course is scheduled for Jaffrey this September (the old version).
- (i) **NFPA 1051 Wildland Firefighter:**
Ready to go.

ISSUE ITEM:

A question has come up regarding testing for FFIA and B. If someone passes the FFIA written exam and fails the FFIB written exam, does the person have to take FFIA and B all over or just FFIB?

According to Administrative Rule Fire 403.07:

1. Tests for certification may be taken and failed two times after which the candidate shall retake the specific module or course in which the failure occurred.
2. After completion of retraining on the failed module, or course, the student may retake the test two more times.

I need, if you will, an interpretation of the FFIB retake.

Director Mason explained that we issue a Certificate of Attendance for the FFIA program. Chief Phillips also explained that the practical exam given at the end of FFIB covers items in both FFIA and FFIB. Director Mason stated this is a pending issue, and we need a decision now.

A short discussion followed.

Motion was made by Commissioner Murdough, seconded by Commissioner Schlitzer, to table the decision on the Firefighter I-B examination retake until we have an opinion from the Attorney General's Office. Motion passed unanimously.

Item 5. Retreat. Commissioner Murdough reported that there are two items that were identified at the June 2004 Retreat that remain to be studied and that we need to assign people to look at them.

- (a) Item #2—Look at the relationship between formal training offered by/through the Academy and the training conducted by local departments.
- (b) Item #4—Recruitment of Firefighters:
 - (1) Data collection
 - (2) Public expectations
 - (3) Expectation of recruits
 - (4) Neighboring states
 - (5) Stress public service aspect
 - (6) Retirement benefits

Commissioner Burbank stated that Item #2 should have a Visiting Committee look at a physical fitness standard that we may be able to adopt. He volunteered to chair that Committee.

Commissioner Butts said that the City of Manchester has adopted a physical standard for that City. The City has sent firefighters who were over 50, who did not meet the standard, home on sick leave.

Commissioner Burbank said that we could recommend a standard for health and fitness, which agencies could use for a starting point if they do not already have a physical standard.

Chair Duquette stated that Commissioners Weden, Murdough, and Russell will work together on Item #4.

Item 6. Academy Awards. Chair Duquette deferred the Academy Awards report to Director Mason. Director Mason announced that the ceremony will be held on November 3.

The honorees will be:

Chief Perry Plummer, Dover
Chief Stephen Carrier, Tilton-Northfield
Chief Robert “Bud” Nelson, Forests & Lands (Retired)
Chief Ronald O’Keefe, Durham (Retired)
Chief Harold Harbour, Tilton-Northfield (Retired)
Jennifer Harper, Bureau of Emergency Management

The Fire Service Award of Excellence will be presented to:

Pam Urban-Morin, Department of Safety Grants Coordinator
Robert Waters, Department of Homeland Security, Fire Act Grants,
Region I

Director Mason said that more information will be available at the October Commission meeting.

IV. REPORT OF THE DIRECTOR

Item 1. Director's Report #93.

Hard to believe it has been 3 months since our June Meeting! Weather, vacations, beaches, biking & hiking are all things synonymous with summer, and it seemed to be a great summer for all. I hope you enjoyed your summer, but now it is back to work!

1) TEST 2005

After months of preparation we are finally at the point of running the test. Yesterday and today are written exams with the CPAT being offered the second week in September at the Armory in Manchester.

Director Mason said that we need an interpretation on the Acrophobia Test as to whether the 30 seconds is accumulative or if there is a 30 second wait between each step. Commissioner Carrier said that he thought it was accumulative. Commissioner Schlitzer said we need to consider the intent behind the rules. She said she agrees that the 30 seconds is accumulative, and she agreed with Chair Duquette as we have to use common sense.

2) ECUADOR FIRE TRAINING

Last week we hosted 12 city of Guayaquil, Ecuador fire officers for a weeklong train-the-trainer in fire operations. This is the second year of this program which we have been assured has made a difference in this city of 2 million.

We thank Captain Dan Sheridan (FDNY) and our own Chris Johnson for devoting their time to this project. They have started “Mutual Aid Americas” a not for profit organization to assist less fortunate countries. See the attachment or go to www.mutual-aid.org for additional information.

3) PERSONNEL CHANGES

With the recent vacancy for bureau chief we posted the position within the Department of Safety. With two applicants we had an interview process and promoted Captain Jeff Phillips to the position of Bureau Chief. An updated organizational chart is attached.

Congratulations Jeff!

When Eric Wilking resigned, Captain Anderson assumed most of Eric's former responsibilities. Upon posting for the vacancy we hired Bob Pragoff, Deputy Fire Chief in Deering and he was the mailroom manager at St. Anselm's College.

Congratulations Bob!

4) FIRE – RESCUE INTERNATIONAL

August 8 – 14, 2005 I attended the annual Fire-Rescue International conference in Denver. I had the opportunity to teach a 4-hour seminar with excellent instructors and results! Retired Needham, MA Fire Chief Bob DiPoli also was finishing his year as president of the International Association of Fire Chiefs.

5) FIRE – RESCUE NEW ENGLAND

The Fire-Rescue New England conference was held in Springfield, MA the end of June. We had our exhibit booth in the exhibition hall, the virtual reality trailer in the vehicle exhibition area and we arranged for bussing the Fire Explorer Training Academy Cadets to the exhibit area. All were received very well!

6) ROCKINGHAM WARDEN'S MEETING

June 21, 2005 I was a special guest of Chief Mark Tibbetts of Deerfield at the first meeting of the Strafford and Rockingham Warden's Association. The highlight of the night was the roasting of South Hampton Fire Chief John Gamble by Aunt Henrietta...Way to go!! I only wish I had a camera!!

7) NORTH AMERICA FIRE TRAINING DIRECTORS

The NAFTD will meet September 13 – 16 in Murfreesboro, TN when we will tour the nations newest state training facility. I am very active with the group serving as the secretary, elections committee and coordinate their listserv. This is a great resource to be able to interact with my 49 peers in the country and 12 in Canada!

8) CONFINED SPACE TRAILER

Deputy Chief Mike Currier of the Merrimack Fire Department has a homemade confined space training trailer we have been able to use over the past few years. We are negotiating with him for its purchase, hopefully through a Homeland Security Grant...will keep you posted!

9) CONSTRUCTION

I would like to be here for 6-months without a dump truck on site! Well we are now running out of space! Ongoing construction is the DOT mechanical services building, the Emergency Operations Center (will house the EOC, E-911, bureau of Emergency Management, State Police Communications and DOT communications), and we will be adding a bay to the fire station.

Hopefully next September it will be all done!

10) HOMELAND SECURITY GRANT

This year I was asked to sit on the committee to review grants and grant applications for the distribution of Homeland Security Funds. The amount available was \$5,146,993 and obviously much more was requested! This was an all day process and great learning experience.

Well I guess that is about it for now, welcome back and again I hope you had a great summer!

VI. OLD BUSINESS

Item 1. ITRS/EMTs.

Discussion regarding EMT certification being added to the Introduction to Technical Rescue Systems program. Commissioner Duquette stated if 120 hours were added to this program, the public hearing may not go well.

Director Mason commented that if a motion was made today, it wouldn't be until this day in November that this would take affect. In that period of time, we would have two public hearings.

Vice Chair Carrier stated he had mentioned this at a previous meeting of the Fire Instructors Officers Association. Ten were in favor, with only two negatives. Just to note some of those individuals were coming from the larger departments in the State and are EMT certified even though it is not required of them. The reason why that requirement is going in is because in the level III courses, there is a requirement to be medically trained. It really should be a required or prerequisite to ITRS or the specialist courses.

Director Mason stated of the amount of students completing the ITRS program and who are EMT certified, the number was small. The amount was somewhere around 9 percent.

A short discussion followed.

Chief Rosolen stated the visiting committee is leaning towards having EMT Basic and not having to worry about any extra hours.

Commissioner Butts stated when we certify someone here at the State Fire Academy, certify their ability to handle confined space or their ability to handle building collapse. As a State Fire Academy, we do not certify people in their EMS levels. When it comes to EMT Basic, it's not our job to certify some to an EMT. It's up to the local jurisdiction to decide if they want them to be an EMT or not.

Chief Rosolen stated we certify to a standard. The standard is recommended for that level of EMS training.

Motion was made by Commissioner Sykes, seconded by Commissioner Burbank, to have the prerequisite of EMT after ITRS and before the firefighter technical rescue courses. Director Mason paraphrased the motion on the floor. Commissioner Sykes made the motion to include the EMT as a prerequisite to the technical portions of Firefighter III inserting after ITRS. And that it be affected January 1, 2006 pending two public hearings. Chair Duquette opposed.

VII. NEW BUSINESS

Item 1. Administrative Rules on House Bill 303.

Director Mason stated House Bill 303 was for cleaning up. It removed the EMS for the Commission name. It also replaced in the law anywhere it stated we are responsible for the hiring and training standards for all full time personnel, it stated firefighter in some places and it stated full time fire service personnel in others. Now it says full time fire service personnel everywhere. But it has granted the commission the ability to waive the hiring requirements and training requirements based on emergency response and litigation is not the main part of the position description. It passed and went into affect August 20, 2005. We really need to have administrative rules on the waiver. If Karen and I finalized what we were looking at, we can get them to you as soon as possible so we can review them for next meeting. We really are going to need a vote and get them moving.

Director Mason stated it doesn't add anything to Group II. We would only be saying if we do the waiver or not.

VIII. GOOD OF THE ORDER

Item 1. Thank You. Commissioners Murdough and Schlitzer thanked everyone for the cards they received.

Item 2. EMS Reporting System. Commissioner Burbank

IX. ADJOURNMENT

Motion was made by Commissioner Russell, seconded by Commissioner Carrier, to adjourn at 12:15 p.m. Motion passed unanimously.

Respectfully submitted,

Richard A. Mason, Director

Items distributed at meeting:

1. Agenda 09/01/05
2. Minutes of Meeting – 06/09/05 – DRAFT--Not Approved
3. Curriculum Status Report 09/01/05
4. Minutes of Meeting – 05/05/05 – Approved 06/09/05
5. Director's Report #93—September 1, 2005
6. Number of Personnel Certified in NH 07/01/05 to 08/31/05
7. Mutual Aid Americas—Firefighters Helping Firefighters Website Information
8. Division of Fire Standards & Training and EMS Bureau Organization
9. Assistance to Firefighters Grant Program—FY 2005 Award Recipients
10. Commission 2005 Academy Award Honorees

Beaudois: H:\Word\Commission\Minutes of Meetings\Minutes Fiscal Year 2005\September 1. 2005 Minutes - Not Approved.doc